USER-CHI peer learning programme - application form

|  |  |
| --- | --- |
| Name of the city and country |  |
| Size and population |  |
| Is your city a TEN-T urban node? In which corridor? |  |
| Why do you want to become a Berlin fellow city? Please explain your motivation.(0-5 points) |  |
| What interests you the most about the Berlin case? What is your learning interest?For reference, you can consult the [Berlin city fingerprints](https://bit.ly/3gKZ3Ks).(0-5 points) |  |
| Which specific challenges is your city facing that you would like to share with Berlin?(0-5 points) |  |
| Are there good practices you would like to share? Could you briefly describe them? |  |
| Contact person(s) | NamePositionTelephoneEmailAddress | NamePositionTelephoneEmailAddress |
| Comments? |  |
| I confirm that the people participating in the USER-CHI peer learning programme have a satisfactory level of English | [ ]  Yes | [ ]  No |
| I have read and accepted the minimum requirements indicated in the call text that give access to the USER-CHI peer learning programme. Failure to comply with the minimum requirements will lead to exclusion from the programme and/or non-reimbursement of foreseen costs. | [ ]  Yes | [ ]  No |

Informed Consent Form

Before submitting your application to become a USER-CHI fellow city, we invite you to read the following statements carefully. Please feel free to ask the USER-CHI contact person[[1]](#footnote-2) any questions to ensure that you fully understand the purpose and proceedings of these activities, including risks and benefits. As the activities will be carried out in English, a language that is not your mother tongue, this consent form may include words that you do not understand. If this is the case, please ask the USER-CHI contact person to fully explain the meaning of the word or piece of information that you do not fully understand.

**Compliance with legal and ethical regulations**

The USER-CHI activities ensure full compliance with relevant legislation on data protection and ethical standards.

**Participation and purpose of the activity**

You are invited to contribute to this project due to your experience as a city representative and as you may have specific experiences and thoughts to share on the key topics of our project.

**Voluntary nature of the participation**

Participation in this activity is completely voluntary. You may stop your involvement at any time. However, please note that non-compliance with the minimum requirements will lead to exclusion from the programme and/or non-reimbursement of foreseen costs.

**Risks**

There are no risks associated with these activities since the data collection is completely anonymous. You are participating as a representative of your local authority. The opinions expressed should reflect the position of the local authority you are representing, and you may consult your superior as relevant. No personal information related to protected characteristics will be requested.

**Privacy and confidentiality**

The results of this activity will be published but this publication will not contain any information that could identify you without prior consent (examples of this could include quotes or examples attributable to the individual or local authority).

**Confidentiality**

All data collected will remain confidential. The data provided by respondents will be stored only with regard to the purposes for which it was obtained and where requested anonymity will be guaranteed. Names will be kept confidential to within the project team during the analysis of data, although direct quotes from the interviews are very likely to be used in reports. The name of the participants may be listed in the list of participants, which will be included in the relevant deliverable report that will submitted to the European Commission and which will be a publicly available document.

**Data Storage**

All partners will store data for five years, counting from the end of the project. These data can be made available to other scientific practitioners at request, subject to the confidentiality provisions above.

**Sharing the Results**

The project findings are expected to be published within public reports. The data will, for example, be used in policy notes, conferences and workshops and as communication material (website, social media, etc).

If you have any questions about this project, feel free to ask the contact person at any time.

Final declaration

I[[2]](#footnote-3) have the pleasure to inform you that the city of name of the city/region supports the participation of its staff in the USER-CHI peer learning programme.

Place

Click here to enter a date.

Name

Position

City/region

Signature

1. Matilde Chinellato, USER-CHI replication leader– matilde.chinellato@eurocities.eu [↑](#footnote-ref-2)
2. This form should be signed by the Mayor, the Vice-Mayor or the Director of the competent department in your municipality. Electronic signature is accepted.

Please send the complete and signed form to matilde.chinellato@eurocities.eu by specifying in the subject line: USER-CHI peer learning programme – Berlin [↑](#footnote-ref-3)